

Core brief

Daily update (31 March, 3.40pm)

Topics in this Core Brief:

- Changes to Protecting Vulnerable Groups scheme – is your role affected?
- Workplace pensions – automatic re-enrolment March 2025
- Safety Health and Wellbeing - Instruction and Information
- Staff Bursary
- Infection Prevention and Control Newsletter

Changes to Protecting Vulnerable Groups scheme – is your role affected?

From April 2025, the law around the [Protecting Vulnerable Groups](#) (PVG) scheme is changing. These changes mean that more roles will now be legally classed as “regulated work.” As a result, some staff who haven’t needed PVG membership before will now need to join the scheme.

Why this matters

The PVG scheme helps ensure people working with vulnerable groups (protected adults and/or children) don’t have a known history of harmful behaviour. The changes are part of wider updates to disclosure legislation being rolled out by Disclosure Scotland.

What happens next

- If you're affected, you'll be contacted by the Recruitment Service - either directly or through your line manager - over the coming weeks.
- You'll be given guidance on how to apply.
- You must complete your PVG application by **30 June 2025**.

Next steps

- No immediate action is needed from you unless you've been contacted.
- If you're unsure about whether this applies to you, wait to hear from your manager or the Recruitment Service.
- Further updates will be shared on [HR Connect](#) as the rollout continues.

Information webinars

A series of 30-minute webinars have been scheduled for line managers throughout April. These sessions will provide an overview of the changes being made to the PVG Scheme

and to allow line managers to ask any additional questions. Each of the webinars will contain the same information, therefore line managers only need to attend one of the sessions. The webinar dates, FAQs and further information will be advertised on [HR Connect](#) over the coming days. Although the webinar sessions will be aimed at line managers, all staff are welcome to attend.

You can read more about the PVG changes on the [Disclosure Scotland](#) website.

Workplace pensions – automatic re-enrolment March 2025

You may recall an earlier [Core Brief on 20 March 2025](#) advising you of the Board's need to review the workplace pension status of our workforce every three years and to automatically enrol staff who are not already members into a workplace pension scheme provided they meet the following criteria:

- Earn over £10,000 a year (£833 a month or £192 per week)
- Are aged 22 or over
- Are under State Pension age

We carried out the first automatic enrolment exercise on 31 March 2013 and we are now required to carry out a fourth re-enrolment on 31 March 2025.

If you are not already a member of a workplace pension scheme and you meet the above criteria then we will automatically enrol you into a workplace pension scheme (either the NHS Scheme or NEST) on 31st March 2025. This will apply even if you previously opted out of the scheme, unless this was in the last year, in which case you will not be automatically re-enrolled until 2028.

Any staff eligible to be automatically re-enrolled will receive a letter or an email by the beginning of April advising them that they are being automatically re-enrolled, with guidance as to what they should do.

Full details are available on the [Factsheet on Automatic Re-Enrolment](#).

*Staff holding an HMRC fixed or enhanced Life Time Allowance (LTA) Protection Certificate will be exempt from Automatic Re-Enrolment so long as they have provided Payroll with a copy of their certificate. Letters have recently been issued to staff potentially falling in to this category. If you have not received a letter but hold such a certificate you should contact the Pay Department at the earliest opportunity to avoid being automatically re-enrolled.

Safety Health and Wellbeing - Instruction and Information

NHSGGC is required under health and safety legislation to provide information, instruction, training and supervision to all employees to ensure that they are aware of the health and safety hazards that they may encounter in their workplace and how the risks arising from them are managed. This should include information and instruction on how risks are managed and any emergency procedures to be followed.

Managers should also consider those with additional requirements such as new or inexperienced staff; those who may require additional supervision or support; and those taking on extra responsibilities.

All staff are also reminded of their health and safety responsibilities to:

- take care of your own health and safety and that of people who may be affected by what you do (or do not do);
- co-operate with others on health and safety, and not interfere with, or misuse, anything provided for your health, safety or welfare;
- follow the training you have received

For more information on health and safety responsibilities please refer to the SHaW Roles and Responsibilities documents- [Safety Health and Wellbeing Culture](#)

Staff Bursary

The 2025/2026 Staff Bursary will be opening 9.00am Tuesday 1 April 2025 and run until 23:59pm on Sunday 27 April 2025.

The Staff Bursary Scheme is available to NHSGGC employees from all grades and service areas to support them to gain educational qualifications and undertake courses of study relevant to their role and personal development. **The bursary will cover course fees only, and does not cover cost of living, travel, accommodation or materials.**

The Staff Bursary will support applications from 1 August 2025 to 31 July 2026 (all courses must start between these dates).

For more information visit the [Staff Bursary pages on HR Connect](#).

If you wish to be added to our mailing list to get a reminder nearer the live dates then please contact the Staff Bursary team at: staff.bursary@ggc.scot.nhs.uk

Any enquiries please contact the bursary team on staff.bursary@ggc.scot.nhs.uk or LE Support 0141 278 2700 (option 3).

Infection Prevention and Control Newsletter

The [year-end IPCQIN newsletter](#) is now available.

Sandra Devine, Director of Infection Prevention and Control – Co-chair of the IPCQIN said: "I hope you enjoy this year-end edition of the IPCQIN newsletter, and I welcome the opportunity to reflect on all the achievements of the network so far and our ambitions for the future. Everyone is aware of the challenges currently faced but this network has used its collective enthusiasm, diversity, and experience to make a real difference to outcomes for patients and I would encourage any of you who feels that they can contribute to this work to get in touch and join us."

Please [click here](#) to view the 11th Edition and Year-End IPCQIN Newsletter.

Remember, for all your latest news stories, visit the Staffnet Hub:

[GGC-Staffnet Hub - Home \(sharepoint.com\)](#)

Be Phishing and Vishing Aware!

Phishing and Vishing are forms of social engineering, a technique used to gain access to private information, often via email. It can cause a huge amount of damage, disruption and distress. To help prevent social engineering attacks at NHSGGC and at home, **remember N.E.T.**



No Trust

Verify, via alternative means, the identity of those sending unexpected messages, even if the contacts are known to you.



Educate Yourself

Complete the Security and Threat module on LearnPro. Check online sources to see if emails, SMS messages or other forms of social engineering attacks are known or commonplace. Remember, **educating yourself can protect you in both your work and personal life.**



Think First

Successful attacks generally require a sense of urgency. Stop! Take a moment to reflect and investigate, this can show these attacks for what they are.



Managing technology and data safely and securely is everyone's responsibility throughout NHSGGC.

For further information, visit: [FAQ---IT-Security-v0.2.pdf](#)

Staff are reminded to make sure their [personal contact details are up to date on eESS](#).

**It is important to share Core Brief with colleagues who do not have access to a computer.
A full archive of printable PDFs are available on the [website](#)**

